

THE WHITE HOUSE
CORRESPONDENCE TRACKING WORKSHEET

INCOMING

DATE RECEIVED: NOVEMBER 18, 1985

UNCLASSIFIED

E204C

NAME OF CORRESPONDENT: THE HONORABLE JOSEPH R. BIDEN JR.

SUBJECT: URGES THE PRESIDENT TO RAISE THE ISSUE OF THE
WHEREABOUTS OF RAOU. WILLENBERG AT THE
UPCOMING SUMMIT WITH SECRETARY GORBACHEV

ACTION

DISPOSITION

ROUTE TO: ACT DATE TYPE C COMPLETED
OFFICE/AGENCY (STAFF NAME) CODE YY/MM/DD RESP D YY/MM/DD

M. B. OGLESBY

ORG 85/11/18

260-48511121

REFERRAL NOTE:

REFERRAL NOTE:

REFERRAL NOTE:

REFERRAL NOTE:

REFERRAL NOTE:

COMMENTS:

ADDITIONAL CORRESPONDENTS: MEDIA:L INDIVIDUAL CODES: 1210

MAIL USER CODES: (A) (B) (C)

*ACTION CODES: *DISPOSITION *OUTGOING
*A-APPROPRIATE ACTION *A-ANSWERED *CORRESPONDENCE:
*C-COMMENT/RECOM *B-NON-SPEC-REFERRAL *TYPE RESP=INITIALS
*D-DRAFT RESPONSE *C-COMPLETED * OF SIGNER
*F-FURNISH FACT SHEET *S-SUSPENDED * CODE = A
*I-INFO COPY/NO ACT NEC * *COMPLETED = DATE OF
*R-DIRECT REPLY W/COPY * * OUTGOING
*S-FOR-SIGNATURE *
*X-INTERIM REPLY *

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REFER QUESTIONS AND ROUTING UPDATES TO CENTRAL REFERENCE
(ROOM 75, OEOB) EXT-2590
KEEP THIS WORKSHEET ATTACHED TO THE ORIGINAL INCOMING
LETTER AT ALL TIMES AND SEND COMPLETED RECORD TO RECORDS
MANAGEMENT.

() EXCISE
() DENY
() DELETE Non-Responsive Info
FOIA Exemptions
PA Exemptions

() CLASSIFY as
() DOWNGRADE to
() S or () C OADR
() S or () C OADR
TS authority to: